MINUTES
BURKE COUNTY BOARD OF COMMISSIONERS
PRE-AGENDA MEETING

The Burke County Board of Commissioners held a pre-agenda meeting on Monday, June 1, 2026, at 3:00 p.m. in the Commissioners' Meeting Room, Burke County Services Building, 110 N. Green Street, Entrance E, in Morganton, North Carolina. The meeting was streamed live on the County's YouTube channel, BurkeCountyNC, and it was broadcast on the local cable systems. The agenda, in its entirety, was posted to the County's website, www.burkenc.org, several days prior to the meeting. Pursuant to Resolution No. 2024-17, adopted and effective on August 20, 2024, the Burke County Board of Commissioners conferred upon itself all the power, duties, and responsibilities of the Board of Health and the Social Services Board. Those present were:

COMMISSIONERS:	Phil Smith, Vice Chairman Brian Barrier Randy Burns Mike Stroud
COMMISSIONERS ABSENT:	Jeffrey C. Brittain, Chairman (out of town)
STAFF:	Brian Epley, County Manager Dylan Laws, Wilson, Lackey, Rohr & Hall P.C. Morgan Buchanan, Clerk to the Board of Commissioners
STAFF ABSENT:	Margaret Pierce, Finance Director/Deputy County Manager (excused)

CALL TO ORDER

Vice Chairman Smith called the meeting to order at 3:00 p.m. and welcomed those in attendance, including Lake Silver, Western Field Representative, North Carolina Office of the State Auditor.

APPROVAL OF AGENDA

Motion: To approve the agenda as presented

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Brian Barrier, Commissioner
AYES:	Phil Smith, Brian Barrier, Randy Burns, and Mike Stroud
ABSENT:	Jeffrey C. Brittain

PRESENTATIONS

SHERIFF – LIFE SAVING AWARD RECOGNITION

Sheriff Banks Hinceman stated that he will present the Lifesaving Award at the Board's regular meeting to Bryan Christy, John McKinney, Ben Phillips, and Justin Walker in recognition of their extraordinary lifesaving actions on May 6, 2026. During a Basic Law Enforcement Training (BLET) exercise at Western Piedmont Community College, BLET Recruit Deputy Austin Robinson experienced a medical emergency involving seizure activity, head trauma, and cardiac distress. Responding personnel immediately rendered emergency medical care, including CPR, AED deployment, ventilations, and scene coordination, until EMS personnel arrived and assumed command. The swift, coordinated, and professional response by Director Christy, Deputy McKinney, Trooper Phillips, and PSO Walker was instrumental in sustaining Deputy Robinson's

life and reflects exceptional dedication, composure, and commitment to public service.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

BCRS - ANNUAL UPDATE
Wes Taylor, Chief, Burke County Rescue Squad, announced that he will provide a 2025 Operations and Community Impact Report at the regular meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

LJAWNS - LAKE JAMES LITTER CLEAN-UP REPORT (PLACE HOLDER)
Morgan Buchanan, Clerk to the Board, reported that at the regular meeting, Mr. Howard Morgan with the Lake James Area Wildlife and Nature Society will present a report on the Lake James clean-up effort held on March 14, 2026.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

CM - RECOGNITION FOR 2026 SPRING CITIZENS ACADEMY
Brian Epley, County Manager, explained that this is a request to recognize the Spring 2026 Citizens Academy participants at the regular meeting.

Vice Chairman Smith opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

SCHEDULED PUBLIC HEARINGS

CD - ZMA 2026-02, 2524 BRANCH DRIVE, VALDESE, NC- ZONING MAP AMENDMENT & PUBLIC HEARING AT 6:00 P.M.
Patrick Dickinson, Planner, presented highlights of the following zoning map amendment request:

Applicants: Dalton Buchanan & Emma Seagraves
PIN: 2723-04-0812
Address: 2524 Branch Drive, Valdese, NC 28690
Request: Rezone a single parcel of 1.2 acres from Residential One (R-1) to Residential Two (R-2)
Location: Branch Drive is located off Burke Memorial Park Road between Burke Memorial Park and US 70.

BACKGROUND INFORMATION
The Community Development Department has received a rezoning application from Dalton Buchanan and Emma Seagraves requesting to rezone their parcel totaling approximately 1.2 acres from the current zoning of Residential-One to Residential-Two so that they can place a mobile home on the property for personal use.

SITE ANALYSIS AND SURROUNDING AREA

Current Conditions:

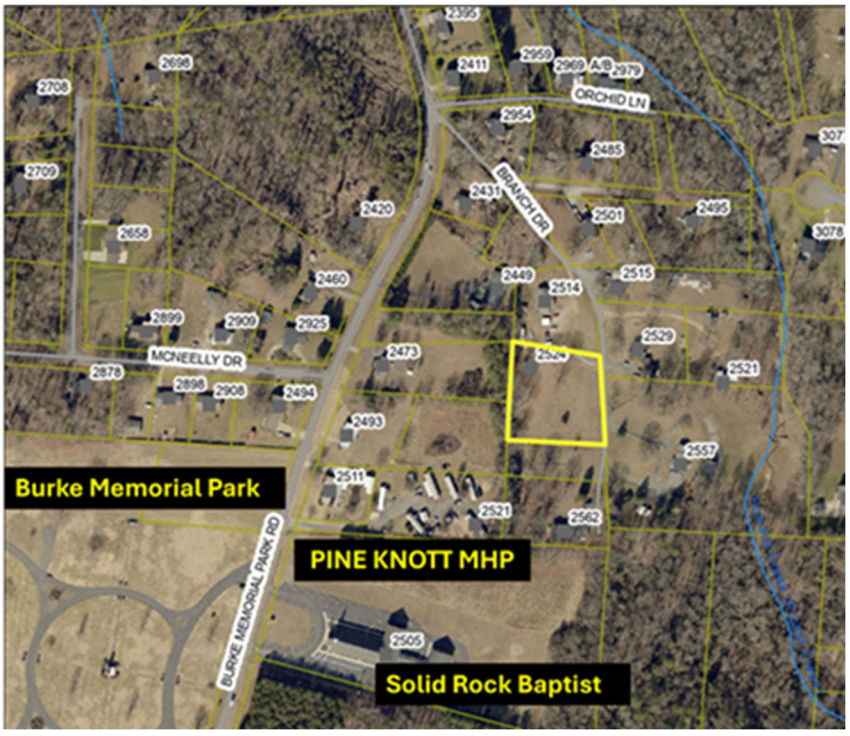
- The subject parcel is cleared and vacant.
- It is located within the Morganton Township and Triple Community Fire District.

Surrounding Zoning and Land Use:

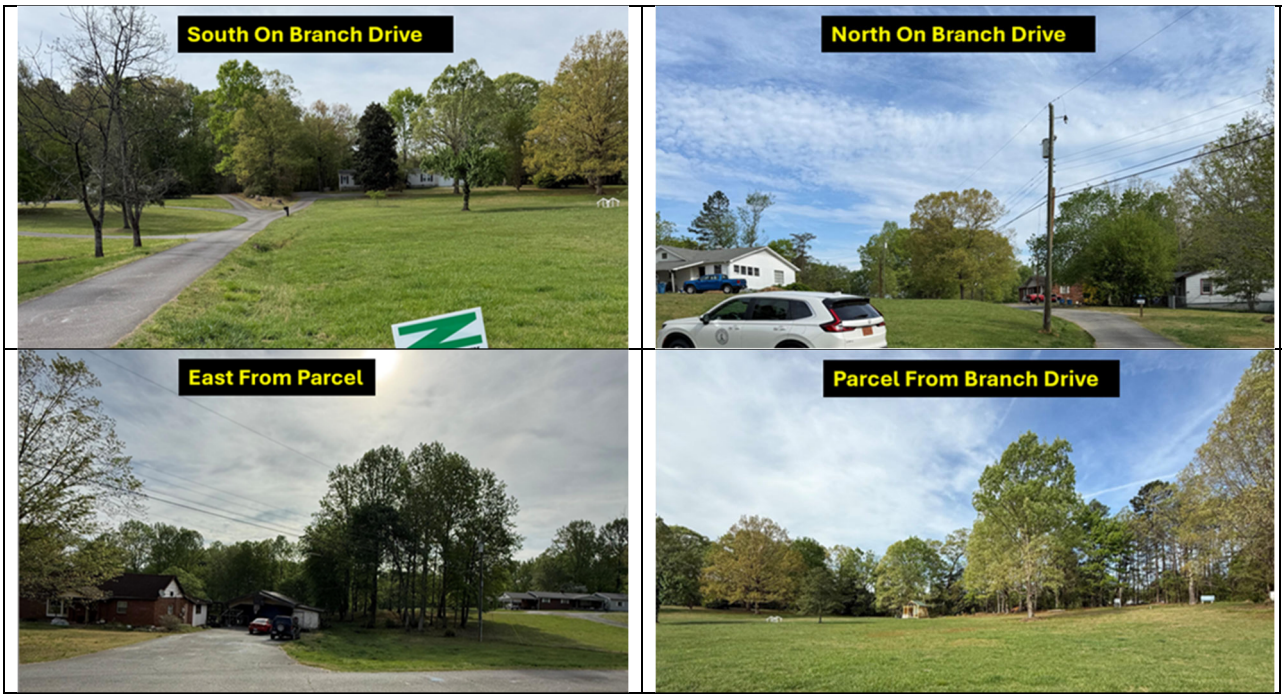
Direction	Current Zoning	Existing Land Use
North	R-1	Residential- Stick Built
South	R-1	Residential- Manufactured Home
East	R-1	Residential- Stick Built & Manufactured
West	R-1	Residential- Stick Built

This parcel is in a subdivision adjoined by varying housing types. There is an existing mobile home park within 200 feet of the parcel, stick-built homes to the north and east, and a mobile home on the parcel to the south.

Map 1: Satellite & Existing Land Use



Site Photos



ZONING & FUTURE LAND USE CONSIDERATIONS

Map 2: Existing Zoning



Current Zoning: Residential One (R-1)

- The R-1 district in Burke County is the most restrictive zoning district in the county.
- It allows single-family, stick-built or modular homes by right.
- Special uses include community centers, schools, country clubs, and parks.

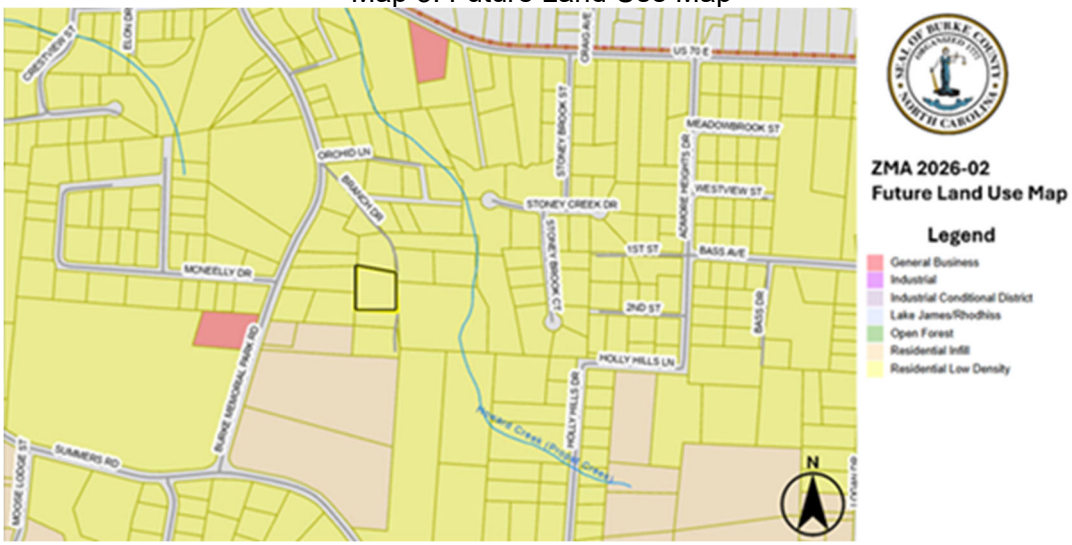
Proposed Zoning: Residential Two (R-2)

- The R-2 district is intended to be similar to the R-1 district in its residential nature.

- The district builds on the uses permitted in R-1 with the allowance of Class A (Double-Wide, Shingled & Vinyl Siding) manufactured homes and duplexes by right.
- Special uses include multifamily homes and those included in the R-1 district.

COMPLIANCE WITH THE COMPREHENSIVE PLAN

Map 3: Future Land Use Map



The 2022-2030 Blueprint Burke Strategic Land Use Plan designates this parcel as *Residential Low Density* on the future land use map. The Residential Low-Density category supports the following:

- Low-density development focused on a community and neighborhood setting. Properties may have access from NC DOT maintained roads or private roads built to county standards.
- Residential single-family and modular homes, home occupations, and accessory uses; Corresponding zoning: R-1 Residential Low Density.

The requested zoning of R-2 is not consistent with the future land use map (above) and would require a change to Residential Infill on the future land use map.
Residential Infill supports the following:

1. Medium to high-density development focused on rural or suburban neighborhoods with sufficient access from a major roadway improved to county standards.
2. Encourages uses such as single-family, multifamily, and manufactured residential development; corresponding zoning: R-2 residential medium density, R-3 Residential.

STAFF FINDINGS

Community development staff find the rezoning request reasonable and in public interest based on the following:

- The request is consistent with the surrounding land-use pattern. The subject parcel is located in proximity to an existing manufactured home park and parcels currently utilized for manufactured housing.
- Pursuant to N.C.G.S. § 160D-910(a), the General Assembly recognizes that manufactured housing provides critical, affordable housing opportunities for low- and moderate-income residents.

- The Blueprint Burke Comprehensive Land Use Plan identifies the expansion of affordable housing as a priority. This rezoning is an action towards that goal by utilizing manufactured housing as a tool to address local housing needs.

PLANNING BOARD ACTION REPORT

- Meeting Information: The Burke County Planning Board heard this case at their April 23, 2026, meeting.
- Applicant Presentation: The applicant addressed the board stating that the property has been family land for a long duration and presented a petition signed by adjoining neighbors expressing their support for the rezoning. He noted that they were comfortable with the placement of the double-wide manufactured home and that he wished to stay on family land.
- Public Hearing: The public hearing was opened and closed without any comments from the public.
- Board Discussion: The board discussed concerns with the rezoning request not being consistent with current zoning. Further discussion and review of nearby parcels that host a manufactured home park and an adjoining manufactured home park established the pattern of existing uses that this rezoning would complement.
- Board Action: The board voted to approve the recommendation of the rezoning by a vote of 5-0.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

CM - ADOPTION OF FY 2026-2027 BUDGET AND PUBLIC HEARING AT 6:00 P.M.

Brian Epley, County Manager, presented the recommended budget for FY 2026 - 2027 to the Board of Commissioners on Monday, May 18, 2026, with a proposed ad valorem tax rate of $0.555 per $100, which remains unchanged from the prior fiscal year. A copy of the recommended budget was filed in the office of the Clerk to the Board that day and was available for public inspection on the County's website, www.burkenc.org, libraries and senior centers. A public hearing on the recommended budget is required, and citizens are encouraged to attend and present written or oral comments. Mr. Epley will present a brief overview of the recommended budget for the Board's consideration at the regular meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

CONSENT AGENDA

USDA - BEAVER MANAGEMENT ASSISTANCE PROGRAM UPDATE

Chris Willis, Western District Supervisor, USDA Wildlife Services, presented an overview of the services provided through the Beaver Management Assistance Program and the work completed in Burke County as follows:

USDA United States Department of Agriculture

NC Beaver Management Assistance Program

- $6,000 Participation Fee.
- NCWRC contributes $385,000 per year.
- Estimate 58 participating counties in FY 26-27.
- $385,000 divided by 58 participating counties = $6,638 per county.

Wildlife Services Protecting People • Protecting Agriculture • Protecting Wildlife

USDA United States Department of Agriculture

- Initial consultation is free to landowners / customers.
- Landowner cost is $25 per visit and $150 per large dam removed.
- Burke County averages 6 visits to complete a job.
- First come / first serve, with DOT being priority.
- Typical jobs takes less than 30 days to resolve.

Wildlife Services Protecting People • Protecting Agriculture • Protecting Wildlife

USDA United States Department of Agriculture

Burke County FY 25-26

- 4 jobs completed.
- 17 visits to remove beavers and dams.
- $11,308 in resources saved (corn field, ponds, standing timber).
- Currently monitoring 5 private and 3 DOT sites.
- 8 sites destroyed by Hurricane Helene.
- This FY is slower than average in areas west of I-77, but we are starting to see increases in surrounding counties.

Wildlife Services Protecting People • Protecting Agriculture • Protecting Wildlife

USDA United States Department of Agriculture





Wildlife Services Protecting People • Protecting Agriculture • Protecting Wildlife

USDA United States Department of Agriculture



Wildlife Services Protecting People • Protecting Agriculture • Protecting Wildlife

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

AAA- APPROVAL OF HCCBG BLOCK GRANT FY27

Sarah Evitt, Area Agency on Aging Director, Western Piedmont Council of Governments, presented the Fiscal Year 2026-2027 Home and Community Care Block Grant (HCCBG) recommendations for Burke County. Ms. Evitt explained that HCCBG funds, authorized through the Older Americans Act, provide services to Burke County residents age 60 and older. She noted that the Burke County Council on Aging, serving as the Board-appointed HCCBG advisory committee, reviewed the applications and developed the recommended service provider and funding allocations for Fiscal Year 2026-2027.

Ms. Evitt reported that the advisory committee recommended retaining Catawba Valley Medical Services as the provider for In-Home Aide Levels I and II. She further advised that Greenway was recommended to provide Medical Transportation and would continue providing General Transportation services. She also reviewed recent federal and state funding trends, noting that while funding had remained relatively stable in recent years, Burke County's FY 2026-2027 HCCBG allocation reflects an overall decrease in available funding. The recommended service providers and funding allocations, totaling $733,863, were presented for the Board's consideration.

HCCBG ALLOCATIONS - SFY 2027

BURKE COUNTY

SERVICE	PROVIDER	STATE/FEDERAL FUNDS	LOCAL MATCH	TOTAL BUDGET
Adult Day Care	Blue Ridge Community Action	$95,400	$10,600	$106,000
Congregate Meals	Burke County Senior Services	$7,957	$884	$8,841
Home Del. Meals	Burke County Senior Services	$127,578	$14,175	$141,753
Sr. Center Operations	Burke County Senior Services	$49,037	$5,449	$54,486
Housing & Home Imp.	Foothills Service Project, Inc.	$117,000	$13,000	$130,000
In-Home Aide, Level II	Catawba Valley Medical Services	$130,500	$14,500	$145,000
In-Home Aide, Level III	Catawba Valley Medical Services	$86,205	$9,578	$95,783
Med. Transportation	Greenway	$36,000	$4,000	$40,000
General Transportation	Greenway	$10,800	$1,200	$12,000
TOTAL		**$660,477**	**$73,386**	**$733,863**

Budget approved by Burke Council on Aging 4/22/2026 with $7818 reduction

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.

CLERK - REMOVAL AND APPOINTMENT TO THE AC & NHC ADVISORY COMMITTEE

Morgan Buchanan, Clerk to the Board, reported that Roger Hart, Seat No. 2, has a term expiring May 31, 2026. Mr. Hart has advised that he is no longer able to continue serving on the committee due to family commitments; therefore, his removal is requested in accordance with his wishes. Additionally, Ms. Loretta Welcher is scheduled to complete her required training on May 22, 2026, and staff is requesting her appointment for an initial one-year term ending June 15, 2027.

Additional information from the agenda packet:

> The Adult Care & Nursing Home Community Advisory Committee is established under the authority of the North Carolina General Statutes (NCGS § 131D-31) and the NC Administrative Code (10A NCAC 13F and 13G). Its primary purpose is to serve as a liaison between residents of adult care homes and nursing homes, their families, facility administrators, and the broader community. The committee's goal is to ensure the rights, dignity, and quality of care for residents by promoting communication, addressing concerns, and

providing oversight. This advisory board consists of 14 at-large seats with 3-year terms after the initial appointment to a 1-year term and requires at least 40 hours of training before applicants are eligible to be considered for appointment. Six (6) seats on this board are currently vacant despite numerous, continuous recruitment efforts.

Vice Chairman Smith opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

CLERK - APPOINTMENTS AND REAPPOINTMENTS TO JCPC
Morgan Buchanan, Clerk to the Board, explained that the following seats have terms that are expiring on June 30, 2026:

- Seat No. 1: School Superintendent or Designee, Dillon Sain
- Seat No. 4: D Attorney or Designee, Keylee Wohlenhaus *
- Seat No. 6: Mental Health or Designee, Paul Holden
- Seat No. 9: Substance Abuse Prof, Joseph Martinez
- Seat No.12: Student < 18, Vacant
- Seat No. 13: Student < 18, Vacant
- Seat No. 14: Juvenile Def Attorney, Brooke Mills
- Seat No. 15: Chief Dist Court Judge or Designee, Scott Conrad*
- Seat No. 18: United Way or Nonprofit, Deisy Vavala Vazquez
- Seat No. 19: Parks and Recreation, Wesley Hasson
- Seat No. 21: At Large, Wesley Hendrix
- Seat No. 24: At Large, Chris Norman*

* Indicates a completed application has not been received.

This is a request to reappoint the members who have reapplied.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

CLERK - APPOINTMENTS TO BURKE SENIOR CENTER ADVISORY COUNCIL
Morgan Buchanan, Clerk to the Board, explained that this is a seven (7) member board with three (3) year terms; there are currently three (3) vacancies. Two (2) applicants have applied and are interested in serving on this council. This is a request to appoint Roslyn "Rosie" O'Hearn and Rebekah Poplin.

Vice Chairman Smith opened the floor for questions or comments. Ms. Buchanan responded to a clarifying question from Commissioner Burns. There being no further discussion, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

CPCFPT- 2025 LOCAL CHILD FATALITY PREVENTION TEAM ANNUAL REPORT TO

COUNTY COMMISSIONERS AND BOARD OF HEALTH

Dr. Ashley Jarrett, Interim Health Director, and Commissioner Barrier, a member of the Burke County Child Protection and Child Fatality Prevention Team (CPCFPT), presented a review of the findings contained in the 2025 Local Child Fatality Prevention Team Annual Report, as required by N.C.G.S. § 7B-1407.10(d).

Dr. Jarrett explained the statutory responsibilities of the local team, including conducting child fatality reviews, identifying service gaps, recommending measures to prevent future child fatalities, and educating the community on child safety. She reported that the team reviewed 19 child fatalities occurring in 2024 and identified two (2) priorities for the coming year: promoting the importance of prenatal care and genetic testing and increasing suicide awareness and education regarding warning signs for parents and community members.

Commissioner Barrier thanked Dr. Jarrett and the members of the Child Protection and Child Fatality Prevention Team for their service and emphasized the importance of using the team's findings to improve child safety through community collaboration, education, and prevention efforts. He also encouraged greater public participation in community awareness initiatives focused on child safety and mental health.

The annual report was included in the Board's agenda packet and is hereby incorporated into the meeting minutes by reference.

Vice Chairman Smith opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

ROD - APPROVAL OF THE ROD'S UPDATED RECORDS RETENTION SCHEDULE

Stephanie Norman, Register of Deeds, presented the updated Register of Deeds Records Retention and Disposition Schedule for approval. Ms. Norman explained that the North Carolina Department of Natural and Cultural Resources requires the Register of Deeds and the Board of County Commissioners to approve and execute the records retention schedule. She advised that the revisions primarily reorganize and consolidate the existing schedule, clarify retention and disposition requirements for certain records, add guidance regarding notices of errors and records transfers to the State Archives, and remove obsolete record categories.

Vice Chairman Smith opened the floor for questions or comments. Ms. Norman received praise from Commissioner Burns for how well she runs the Register of Deeds Office. There being no further discussion, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

ITEMS FOR DECISION

CLERK - AMENDMENT OF VSB BYLAWS AND APPOINTMENT

Morgan Buchanan, Clerk to the Board, stated that at their April 20, 2026, regular meeting, the Burke County Board of Commissioners adopted Resolution No. 2026-06 formally establishing the Burke County Veterans Services Board and approve associated bylaws. This was a request to

approve an amendment to the bylaws to add an additional seat for the Chairman of the Burke County Board of Commissioners or the Chairman's designee. If approved, there will be an additional request to fill the newly created seat.

Vice Chairman Smith opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

CLERK - APPOINTMENT TO WPCC BOARD OF TRUSTEES

Morgan Buchanan, Clerk to the Board, reported that the Western Piedmont Community College Board of Trustees is a 12-member board. Four (4) members are appointed by the County for a term of four (4) years. Seat No. 2 — At Large, Rod Harrelson has a term ending June 30, 2026. The following applications have been received:

- Marcela Aranda, Applied March 4, 2026, Second Choice
- Daniel Clark, Applied April 29, 2026, First Choice
- Damion Patton, Applied November 11, 2025, Second Choice
- Meg Poteat, Applied August 21, 2025, Second Choice
- Ronald "Ronnie" Thompson, Applied March 24, 2026, First Choice
- Michael Watts, Applied November 19, 2025, Third Choice

2	At-Large	Rod Harrelson	A	6/19/2018
		215 Bost Road	R	6/21/2022
		Morganton NC 28655	TE	6/30/2026

Vice Chairman Smith opened the floor for questions or comments. Commissioner Burns extended his gratitude to Mr. Harrelson for his service. There being no further discussion, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

CM – YEAR-END BUDGET AMENDMENT AND CAPITAL PROJECT CLOSEOUT (PLACE HOLDER)

Brian Epley, County Manager, explained that a customary year-end budget amendment will be presented to complete year-end budgetary adjustments necessary for closing the current fiscal year and beginning the new fiscal year at the Board's regular meeting.

Vice Chairman Smith opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

GENERAL SERVICES - FOOTHILLS HIGHER EDUCATION CENTER HVAC REPLACEMENT AND APPROVAL OF BUDGET AMENDMENT NO. 33 (PLACE HOLDER)

Mark Delehant, General Services Director, presented an overview of an RFQ for an HVAC project as follows:

BURKECOUNTY

FOOTHILLS HIGHER EDUCATION CENTER

HVAC Replacement Project



Mark Delehant
Director,
General Services

Project At A Glance — FOOTHILLS HIGHER EDUCATION CENTER

- Location: Foothills Higher Education Center
- Units to Replace: 3
- Airhandlers to Replace: 33
- Age of Units: 2004 and newer
- Area Impacted: First Floor
- Final Bids due: June 1, 2026
- Board Action Requested: June 15, 2026

BURKECOUNTY

Equipment HVAC list — FOOTHILLS HIGHER EDUCATION CENTER

- 41 Units Total
- 14 of the units were replaced with COVID funds
- 3 units proposed for replacement are the oldest units in service
- Remaining 23 units:
  - 5 units manufactured in 2013
  - 18 units manufactured in 2008-2009

BURKECOUNTY

Current Inventory

Year Range	Number of Units
2023-2025	14
2013	5
2008-2009	18
2004	3

UNIT	MANUFACTURE	TONS	SERIAL #	YEAR
FHEC-RTU-1	Trane	25	2351109050	2023
FHEC-RTU-2	Trane	25	849100613D	2004
FHEC-RTU-3	Trane	25	2347109985	2004
FHEC-RTU-4	Trane	25	2347109970	2023
FHEC-RTU-5	Trane	6	850100506L	2023
FHEC-RTU-6	Trane	6	849100816L	2023
FHEC-RTU-7	Trane	12.5	2320136941	2023
FHEC-RTU-8	Trane	8.5	1342123721	2023
FHEC-RTU-9	Trane	7.5	2320121001	2023
FHEC-RTU-10	Trane	3	922100191	2023
FHEC-RTU-11	Trane	4	2302145681	2023
FHEC-RTU-12	Trane	3	849100713L	2023
FHEC-RTU-13	Trane	3	850100125L	2023
FHEC-RTU-14	Trane	8.5	850100118L	2023
FHEC-RTU-15	Trane	3	2320121831	2013
FHEC-RTU-16	Trane	4	850100500L	2013
FHEC-RTU-17	Trane	4	2514104981	2013
FHEC-RTU-18	Trane	8.5	2320121531	2013
FHEC-RTU-19	Trane	6	850100495L	2013
FHEC-RTU-20	Trane	12.5	2320136761	2008
FHEC-RTU-21	Trane	12.5	849100634D	2008
FHEC-RTU-22	Trane	7.5	849100631J	2008
FHEC-RTU-23	Trane	7.5	849100718L	2008
FHEC-RTU-24	Trane	7.5	2320121341	2008
FHEC-RTU-25	Trane	12.5	2320136021	2008
FHEC-RTU-26	Trane	7.5	2320121271	2008
FHEC-RTU-27	Trane	12.5	849100634D	2008
FHEC-RTU-28	Trane	3	849100705L	2008
FHEC-RTU-29	Trane	4	849100737L	2008
FHEC-RTU-30	Trane	3	849100709L	2008
FHEC-RTU-31	Trane	7.5	849100719L	2008
FHEC-RTU-32	Trane	8.5	850100541L	2008
FHEC-RTU-33	Trane	5	2314133491	2008
FHEC-RTU-34	Trane	4	1342133031	2008
FHEC-RTU-35	Trane	4	1342130071	2008
FHEC-RTU-36	Trane	10	1342123591	2008
FHEC-RTU-37	Trane	3	1342130411	2008
FHEC-HP-1	Mitsubishi	14	PURY4618278	2004
FHEC-HP-2	Mitsubishi	14	PURY4618311	2004
FHEC-HP-3	Mitsubishi	14	PURY4618318	2004
FHEC-HP-4	Mitsubishi	1.5	65U018178	2016



BURKECOUNTY



Vice Chairman Smith opened the floor for questions or comments. In response to a question from Commissioner Burns regarding compliance with current refrigerant requirements and associated safety standards, Mr. Delehant explained that the project would be completed by a qualified contractor in accordance with current building codes and engineering specifications prepared by Brittain Engineering, the original mechanical engineer for the facility. Brian Epley, County Manager, added that the project would not require an additional appropriation, as funding had already been planned through the County's capital reserve and deferred maintenance program. Although the equipment failure accelerated the replacement schedule, the project was already anticipated as part of the County's long-term capital planning. There being no further discussion, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

TAX - TAX COLLECTION REPORT FOR PERIOD ENDING MAY 31, 2026 (PLACE HOLDER)
Namrita Nelson, Interim Tax Administrator, will present the Tax Collection Report for the period ending March 31, 2026, at the regular meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

TAX - TAX RELEASE AND REFUND REPORT FOR PERIOD ENDING MAY 31, 2026 (PLACE HOLDER)
Namrita Nelson, Interim Tax Administrator, will present the Release and Refund Report for the period ending March 31, 2026, at the regular meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 15, 2026, AT 6:00 P.M.**

REPORTS AND COMMENTS
Vice Chairman Smith requested that Board members submit their reports to the Clerk for inclusion in the regular meeting agenda packet. He reminded attendees of upcoming community events and Board of Commissioners meetings. Vice Chairman Smith also invited youth groups to lead the Pledge of Allegiance at future meetings and encouraged faith leaders to contact the Clerk's Office if interested in delivering an invocation. He encouraged citizens not to litter and report areas in need of clean up through a form on the County website. Commissioner Burns expressed his excitement for the upcoming NCACC County Advocacy Days.

RESULT:	**NO ACTION TAKEN.**

OTHER DISCUSSION ITEMS - NONE

ACTION ITEMS

DSS – DEPARTMENTAL UPDATE FOR THE PERIOD ENDING APRIL 30, 2026
Korey Fisher-Wellman, DSS Director, presented the DSS departmental update as follows:





Hiring and Separation Report
April 2026

Current Openings:

Position Title	Position #:	Status
IMC III Lead worker	51769	
IMC II	51783	
IMC II	51403	
IMC II	51375	
Part Time Social Worker IAT	52080	
Social Worker IAT	51905	
Social Worker IAT	51776	
Social Worker IAT	51777	
Social Worker IAT	51441	
Social Worker IAT	51444	
Social Worker IAT	51778	
Social Worker III	52013	

Separations:
Total = 6
Number of Hirings:
Total = 7
IMC II = 5
Part Time PA IV = 1
Social Worker IA&T =1

BURKECOUNTY

OPERATIONS



Economic Services MOU Data

METRICS PER MOU					
	FOOD AND NUTRITION SERVICES				
		MOU MEASURE	95%	95%	
ACTIVE RECIPIENTS	ACTIVE CASES	APPTIMELINESS RATE- REGULAR	APP TIMELINESS RATE-EXPEDITE	RECERT TIMELINESS RATE	
9,805	5,142	Achieved	Achieved	Acheived	
WORK FIRST FAMILY ASSISTANCE AND EMPLOYMENT SERVICES					
ACTIVE RECIPIENTS	ACTIVE CASES	MOU MEASURE	95%	95%	
			APPLICATION TIMELINESS	RECERT TIMELINESS RATE	
84	52		Achieved	85.71	
MEDICAID		MOU MEASURE	90	90	95
TOTAL MEDICAID RECIPIENTS	ACTIVE CASES		REPORT CARD MAD	REPORT CARD OTHER	Straight Through Processing
28,246	23,137		Achieved	Achieved	Achieved
SPECIAL ASSISTANCE					
	MOU PERFORMANCE MEASURE			85%	85%
SA ACTIVE CASES				SAA TIMELINESS APPLICATIONS	SAD TIMELINESS APPLICATIONS
246				Achieved	Achieved
ENERGY PROGRAMS					
	MOU PERFORMANCE MEASURE			95%	95%
	CIP APPLICATIONS PROCESSED	LIEAP APPLICATIONS PROCESSED		% PROCESSED TIMELY -NO SOURCE 1 DAY	% PROCESSED TIMELY -WITH SOURCE 2 DAYS
	40	0		Achieved	Achieved
CHILD CARE SUBSIDY					
		PERFORMANCE MEASURE		95%	
	ACTIVE CASES			APPLICATION TIMELINESS	
	380			Achieved	

Economic Services Update

MEDICAID

												MOU MEASURE	90	90	95	
	AGED OR DISABLED ADULT ACTIVE PARTICIPANTS Does not include MXP or FP cases	ADULT ACTIVE CASES *Does not include MXP or FP cases	FAMILY AND CHILDREN ACTIVE PARTICIPANTS	FAMILY AND CHILDREN ACTIVE CASES	TOTAL MEDICAID APPLICATIONS TAKEN	TOTAL MEDICAID REVIEWS	TOTAL MEDICAID REVIEWS WITHOUT WAIVERS	CAP REFERRALS	LTC REFERRALS	TOTAL MEDICAID RECIPIENTS	TOTAL NEMT TRIPS	REPORT CARD MAD	REPORT CARD OTHER	RECERT COMPLETION RATE	Straight Through Processing	Total
APR	5389	7,752	23481	15,037	380	1571	*	4	12	28,870	683	96%	95%		100%	95%
MAY	5351	7,658	23365	15,147	382	*	*	3	9	28,716	713	93%	97%		100%	97%
JUN	5338	7,683	23515	15,235	346	1540	n/a	0	17	28,851	698	96%	94%		100%	95%
JUL	5327	7,734	23,544	15,333	382	1435	n/a	2	18	28,873	*	93%	95%		100%	95%
AUG	5283	7,753	23448	15,418	325	1386	n/a	1	12	28,731	823	100%	96%		100%	96%
SEP	5289	7,744	23471	15,459	378	1586	n/a	2	16	28,740	756	100%	94%		100%	94%
OCT	5311	7,747	23422	16,290	398	1606	n/a	1	16	28,733	638	100%	98%		100%	98%
NOV	5342	7,755	23,381	15,465	472	1825		2	12	28,723	624	100%	96%		100%	97%
DEC	5313	7,761	23,324	15,542	560	1890		3	15	28,637	832	100%	95%		100%	96%
JAN	5319	7,748	23194	15,527	531	503		2	19	28,513	606	100%	93%		100%	93%
FEB	5318	7,781	23123	15,439	405	1893		2	10	28,441	809	100%	87%		100%	88%waiver
MAR	*	7,826	*	15,420	504	1767		3	11	28,446	933	90%	94%	*	100%	94%
APR	5368	7,836	22876	15,301	413	1651		5	20	28,246	849	92%	95%	*	100%	94%

Economic Services Update

FOOD AND NUTRITION SERVICES

			MOU MEASURE	95%	95%	95%		
	ACTIVE RECIPIENTS	ACTIVE CASES	APPLICATIONS TAKEN	APP TIMELINESS RATE- REGULAR	APP TIMELINESS RATE- EXPEDITE	RECERT TIMELINESS RATE	RECERTS COMPLETED	FNS EBT BENEFITS
APR	11,396	5959	591	97.24%	100.00%	97.77%	720	1,871,687.00
MAY	11,002	5732	576	98.11%	99.15%	99.13%	692	1,808,941.00
JUN	10,804	5,597	598	97.69%	92.73%	98.19%	553	1,783,246.00
JUL	10,715	5,556	594	96.83%	96.84%	98.74%	548	1,760,696.00
AUG	10,783	5602	558	99.52%	99.31%	98.86%	528	1,778,789.00
SEP	10,794	5605	580	99.13%	97.98%	99.41%	509	1,752,253.00
OCT	10,695	5568	512	99..07%	99.02%	98.65%	445	1,797,705.00
NOV	10,418	5445	417	99.15%	98.81%	99.70%	336	1,759,731.00
DEC	10,269	5389	479	100.00%	100%	99.36%	336	1,721,688.20
JAN	10,112	5307	505	96%	99.09%	97.51%	482	1,662,857.00
FEB	9,992	5228	542	100.00%	98.15%	98.15%	432	1,645,153.00
MAR	9,889	5197	543	98.45%	99.28%	99.21%	505	1,647,954.00
APR	9,805	5142	500	99.45%	97.98%	99.49%	587	1,618,144.00

ADULT SERVICES UPDATE



Guardianship
- Total Wards: 75
- Contracted Wards: 17

SAIH (Special Assistance In-Home)
- Active Cases: 59
- State Average Caseload: 25-30

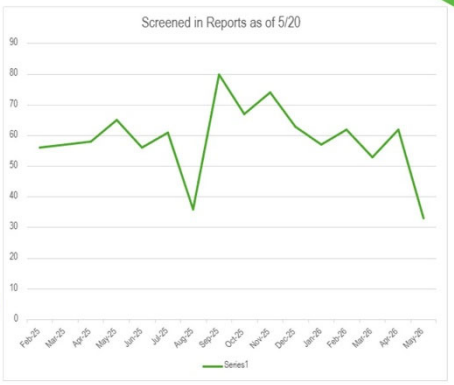
CAP (Community Alternatives Program)
- Current Enrollment: 131
- Waiting list for CAP: 36

April APS Data

Category	Number	Notes
Total APS Reports Received	35	
APS Reports Screened In	18	Reports meeting criteria for an investigation
Substantiated Cases	1	
Confirmed Cases	2	Includes substantiations and other confirmations
Cases Opened for Services	5	Ongoing support and case management
Outreach Cases Assigned	6	Proactive engagement with at-risk adults
Service Referrals	3	Referrals for supportive community services
Guardianship Referrals	13	Referrals for potential legal guardianship

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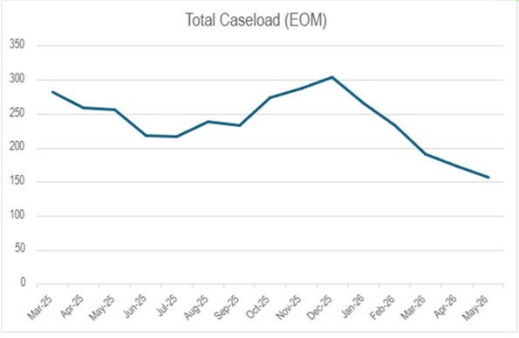
CPS Reports



- September 2025 intake peak
- As of 5/20, 33 Screen-In's for May

BURKECOUNTY

CPS CASELOADS



- Caseload currently at 157
- 48% reduction within CY26

BURKECOUNTY

FOSTER CARE UPDATE



Foster Care Snapshot – Burke County

- Total children in foster care: 214
- New entries into care this period: 14
- Exits from care this period: 3

BURKECOUNTY

Child Abuse Prevention Month

•Burke County DSS joined communities across North Carolina in recognizing Child Abuse Prevention Month during April.

•DSS staff participated in a multi-agency awareness event on the downtown square focused on child safety and family support.

•Community partners collaborated to promote prevention, education, and protective factors that strengthen families.

•The month served as an opportunity to reinforce the importance of early intervention, community involvement, and supporting healthy families.

•Burke County DSS remains committed to protecting children and partnering with families to ensure safe, stable, and nurturing environments.



BURKECOUNTY

APS Performance Measures

- 85% of abuse/neglect evaluations completed within 30 days.
- 85% of exploitation evaluations completed within 45 days.



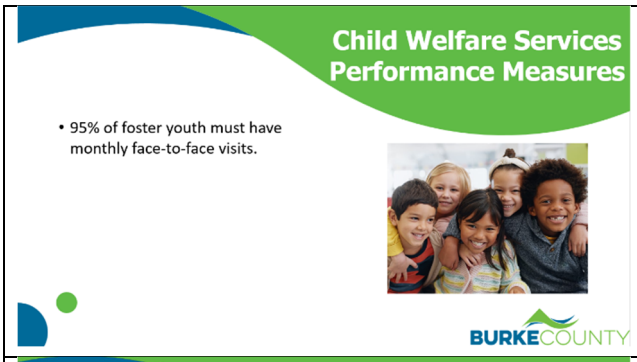
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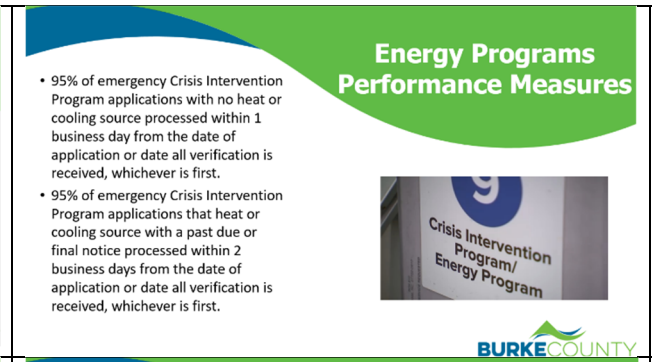
Child Support Services Performance Measures

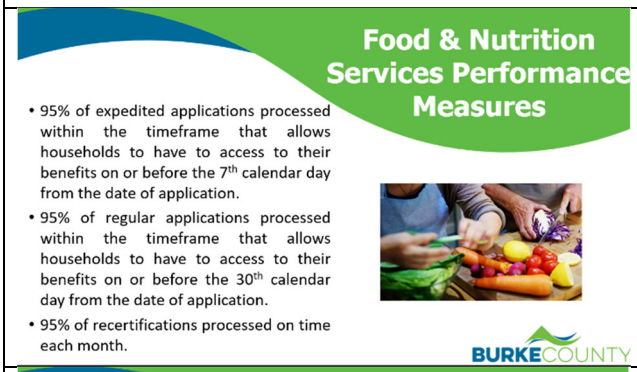
- Paternity establishment rate must exceed 50%.
- Support order establishment rate must exceed 50%.
- Current collections rate must exceed 40%.
- Arrearage collections rate must exceed 40%.

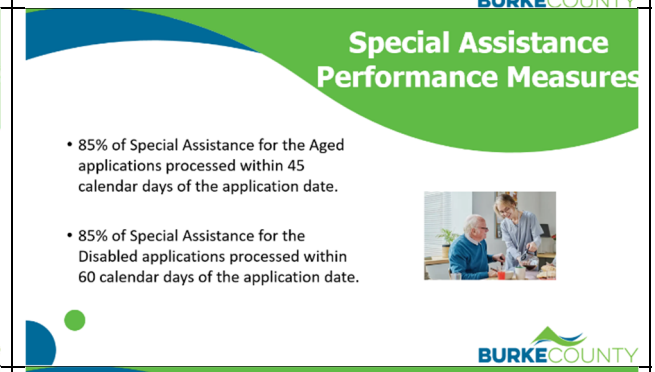


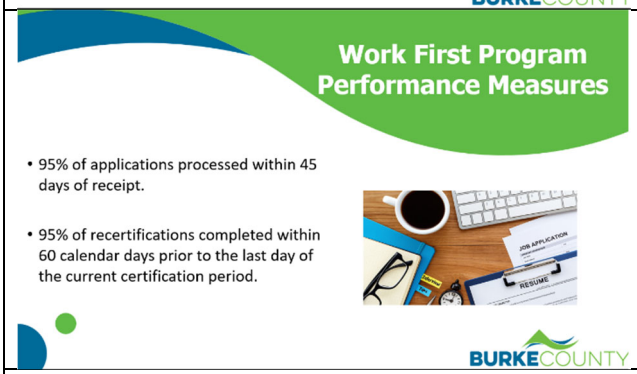
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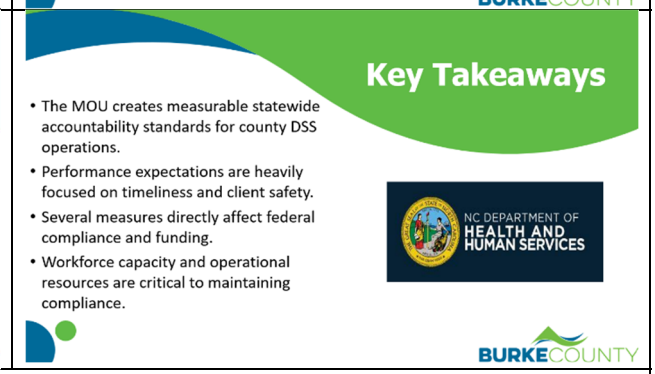


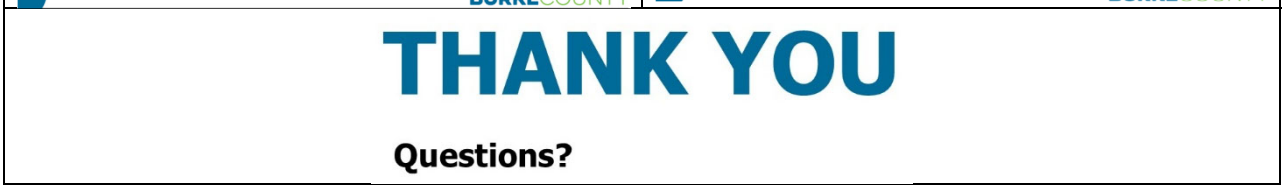












Vice Chairman Smith opened the floor for questions or comments; there being none, he called for a motion.

Motion: To accept the report as presented.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Randy Burns, Commissioner
AYES:	Phil Smith, Brian Barrier, Randy Burns, and Mike Stroud
ABSENT:	Jeffrey C. Brittain

HEALTH - QUARTERLY REPORT FOR THE PERIOD ENDING MARCH 31, 2026

Dr. Ashley Jarret, Interim Health Director, presented the Health Department' quarterly report as follows:

Quarterly Report

Burke County Public Health
FY 2025-2026 Quarter 3

BURKE COUNTY PUBLIC HEALTH

Quarterly Highlights

- Leadership Change as of April 1st
- Hosted National Public Health Week Activities for staff
- Submitted the 2026 Community Health Improvement Plan (CHIP)
- Submitted and received approval of our 2026 PHAB Annual Report
- Received an approval letter from the state on our 2025 Community Health Assessment
- Held a all staff training day on May 8th
- Environmental Health Food and Lodging sits at a 95.5% completion rate



Quarterly Highlights

- Welcomed new provider, Claudia Ramirez, PA-C
- Submitted the 2025 Local Review Team Annual Report
- Submitted all 13 required Emergency Preparedness Plans to the state.
- Celebrated National Nurses Appreciation Week
- Todd Staton was honored with the 2026 Emergency Preparedness Response Community Engagement Award.





Thank you.

Vice Chairman Smith opened the floor for questions or comments; there being none, he called for a motion.

Motion: To accept the report as presented.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Randy Burns, Commissioner
AYES:	Phil Smith, Brian Barrier, Randy Burns, and Mike Stroud
ABSENT:	Jeffrey C. Brittain

TAX- APPOINTMENT OF NEW TAX ADMINISTRATOR

Brian Epley, County Manager, welcomed Travis Isaacs and introduced him to the Board as the County's new Tax Administrator. Mr. Epley noted that Mr. Isaacs successfully obtained his certification through the North Carolina Department of Revenue (NCDOR) on his first attempt prior to beginning employment with Burke County. Mr. Epley also advised that Interim Tax Administrator Namrita Nelson had planned to present the final tax settlement report; however, because necessary state data was not yet available, the report would instead be presented at the regular meeting.

Mr. Isaacs introduced himself and shared that he is originally from Boone, North Carolina. He stated that he worked for the Watauga County Tax Office for nearly 12 years before serving approximately 14 years with the Local Government Division of the NCDOR. Mr. Isaacs expressed his appreciation for the opportunity to serve Burke County and stated that he looked forward to using his experience and knowledge to benefit the County and its citizens.

Vice Chairman Smith welcomed Mr. Isaacs to the Burke County team on behalf of the Board and then called for a motion.

Motion: To adopt Resolution 2026-16 appointing Travis Isaacs Tax Administrator (Tax Collector / Assessor) effective June 1st, 2026, at 8:00 a.m. and approve the required bond.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Randy Burns, Commissioner
AYES:	Phil Smith, Brian Barrier, Randy Burns, and Mike Stroud
ABSENT:	Jeffrey C. Brittain

Morgan Buchanan, Clerk to the Board, administered the oath of office, and then the Board took some commemorative photos.





Resolution No. 2026-16 reads as follows:

BURKE COUNTY
NORTH CAROLINA

RESOLUTION APPOINTING TRAVIS ISAACS AS THE BURKE COUNTY TAX ADMINISTRATOR (COLLECTOR AND ASSESSOR)

WHEREAS, N.C.G.S. 105-294 and 105-349 delegate the responsibility of appointing the County Tax Administrator (Collector and Assessor) to the Board of Commissioners; and

WHEREAS, Namrita Nelson was appointed by the Burke County Board of Commissioners as Interim Burke County Tax Administrator (Collector and Assessor) on April 20, 2026; and

WHEREAS, N.C.G.S. 105-294 and 105-349 require an individual to be appointed as Tax Collector and Assessor at all times; and

WHEREAS, Travis Isaacs has been hired as the new Burke County Tax Administrator (Collector / Assessor) effective May 18, 2026; and

WHEREAS, Namrita Nelson is no longer needed to serve as Interim Tax Administrator effective May 31, 2026; and

NOW, THEREFORE, BE IT RESOLVED, by the Burke County Board of Commissioners, that Travis Isaacs is hereby appointed to serve as the Burke County Tax Administrator (Collector and Assessor), retroactive to 8:00 a.m. on June 1, 2026, to complete an unexpired four (4) year term ending June 30, 2027.

Adopted this 1st day of June 2026.

/s/: Phil Smith
Phil Smith, Vice Chairman
Burke Co. Board of Commissioners

Attest:

/s/: Morgan Buchanan
Morgan Buchanan
Clerk to the Board of Commissioners

ADJOURN
Motion: To adjourn the meeting at 3:52 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Brian Barrier, Commissioner
AYES:	Phil Smith, Brian Barrier, Randy Burns, and Mike Stroud
ABSENT:	Jeffrey C. Brittain

Approved this 6th day of August 2026.

_____
Jeffrey C. Brittain, Chairman
Burke County Board of Commissioners

Attest:

_____
Morgan Buchanan
Clerk to the Board of Commissioners